



**Jefferson County Board of Health
Regular Meeting Minutes: September 10, 2021, 9:00am
In Person at WVU Extension Office at 1948 Wiltshire Rd, Kearneysville, WV 25430
And Virtual Meeting via Zoom**

Board Members Present: Karen Bailey-Chapman (Chair), Anh Nguyen (Vice Chair), Ann Smith, David Lutman, Elliot Simon, Caleb Hudson (Member at Large)

Board Members Absent: None

Also Present: Steve Groh (Asst. County Prosecuting Attorney), Dr. Terrence Reidy (Health Officer), Gillian Beach (Acting Administrator)

Call to Order:

The meeting was called to order at 9:01 AM by Chairman Bailey-Chapman.
The agenda for the meeting was presented and accepted.

Reviewed minutes from August 13, 2021 and August 28, 2021 meeting. Ann Smith moved to approve the minutes. Motion was seconded and carried unanimously.

Public Comment:

- Diane Blust, Board Member of Jefferson County Foundation, She said that Rockwool reported elevated levels of aluminum in a stormwater discharge area. After learning of the Rockwool report they had water tested in the Spring near Elk Run that supplies water to Harpers Ferry and found elevated levels of aluminum. Also spoke to urge the Board of Health urge citizens and organizations to follow the best science and public health guidelines regarding masks in public schools.
- Monica Taylor, parent of Jefferson County Student(s), said she never received a response after emailing JCHD on August 31, 2021. Asked when will it no longer be required for individuals to quarantine after being exposed to COVID-19.
- Amy Lindsey, Jefferson County resident, She asked when is the BOH going to revise the letter sent out last month given that our county is now red. She said we should be giving a very strong message about vaccinating and wearing masks.
- Tracy Phipps, Shepherdstown resident that wanted to thank the BOH for the memo they put out saying parents should be allowed to decide if their children would be required to wear masks.
- Patricia DeLeon, Ranson resident, Also wanted to thank the BOH for the statement they put out regarding masks in public schools.

Unfinished Business

Update on Vacancies- Ms. Beach said they had hired two new employees; Threat Prep Coordinator and a Nurse Director. Ms. Beach said we now have two Office Assistant Vacancies.

Proposal to State Personnel Board- Ms. Beach said she worked on revisions to the proposal based on what the Division of Personnel said they could do for us. She said it may not be on the Personnel Board agenda this month.

JCBOH Bylaws- Steve Groh said he sent out some revisions to the Bylaws including adding two and three day meeting notices. Ann Smith made a motion to accept the bylaws as written with an exception that a sentence allowing remote attendance be added. Motion was seconded and carried unanimously.

- Ms. Bailey-Chapman asked about adding posting video recordings of the meetings in the bylaws. Mr. Groh said he didn't know if it would be a good idea to add it to the bylaws with a timeframe, though, we could still post the videos.

Jefferson County Commission one time pay stipends- Ms. Beach reported the stipends were approved and were paid today.

New Business

Update on COVID-19 Activity and Vaccinations- Dr. Reidy presented some slides and reported that there have been 203 new cases in the last 7 days in Jefferson County. He also reported on vaccination rates in our county and in the state and hospitalization rates in the state. The rates of unvaccinated individuals being hospitalized with COVID is much higher. There were several discussions between Dr. Reidy and members of the Board.

Emergency Authorization Order- Mr. Groh and Ms. Nguyen said the order that was issued in April of 2020 expired 90 days after it was issued.

Agency Activity Reports-

- Health Officer Report- Dr. Reidy said we had hired some part time registered nurses to help with COVID-19 contact tracing and that some of our cases are being referred to the state because there are too many to keep up with. He said we are waiting on Narcan to arrive from the state so we can start distributing that again. He said we are also waiting on our flu vaccine to arrive.
- Health Administrator Report- Ms. Beach reported that we have hired 2 positions and we are working on hiring 3 more. She said we have a candidate for the administrator position that needs to reapply through the State.
- Environmental Activity Report- provided to Board members
- Medical Activity Report- Discussed previously
- Financial Report- Ann Smith asked about the item titled "Prior Period Adjustment- OPEB" in the amount of \$200,677.95. Mr. Lutman asked about the item titled "Contracted Personnel". Ms. Bailey-Chapman asked if we had received an update from the County Commission regarding our request for funding from American Rescue Funds. Clyde Young said that so far their main focus was the payroll transition and they had not started on the financial reports yet. He mentioned several issues they had discovered regarding payroll. The Board asked for a representative from CoxHollidaYoung to present the financial report at the next BOH meeting. August financial report will be reviewed again at the October meeting.

Mr. Lutman made a motion that one of the JCHD staff respond to Monica Taylor's email by close of business today. Motion was seconded and carried unanimously.

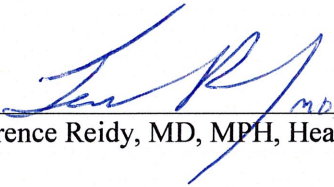
Mr. Lutman made a motion that a special committee be formed of two Board members (Elliot Simon and Karen Bailey Chapman) to create a plan to post video recordings of our meeting online. Karen Bailey-Chapman proposed to amend the motion to state that the Board members would take on responsibility of posting the videos until there was sufficient staff at the health department to take on the extra responsibility. Mr. Simon seconded the motion as amended and it carried unanimously.

Next Meeting- Scheduled for October 8, 2021 at 9:00 am

Motion to adjourn meeting by Ann Smith, seconded and carried unanimously.

Meeting adjourned 10:57 AM.

Respectfully submitted,

 10/8/21

Terrence Reidy, MD, MPH, Health Officer